

Department Chair Instructions/Criteria for Doctoral STUDENT Teaching Excellence Award

The Doctoral Student Teaching Excellence Award is awarded each year by the Ph.D. Committee to one doctoral student. The purpose of the award is to acknowledge superior teaching by doctoral students and to provide developmental support to all doctoral students in becoming strong teachers.

Any student who has had full teaching responsibility for **at least one course** prior to spring semester the year of the award is eligible to be nominated by his or her department chair. Previous award recipients are not eligible. In making nominations, department chairs should consider student course evaluations, syllabi, reading lists, student assignments, and other relevant indicators of skills as a teacher.

The PhD students have been asked to submit these materials to their department chairs by the last Friday in February. As a department chair, we ask that you select one nominee from your department to be considered for this award. Once you have selected your nominee, please forward their name and materials to the PhD Office by the Friday following the deadline for students to submit their materials to their department chairs. The PhD Committee will select the recipient of this award.

Each student who is nominated by their department chair will receive \$250 from their department. The student who is selected by the PhD Committee as the recipient of this award will receive \$500 in addition to the \$250 they receive from their department. They will also be presented with a plaque at an award ceremony the day before graduation.